

# INNOVATIVE ARTS ACADEMY

## Board Meeting Minutes for Wednesday, April 17, 2024 at 6PM

Component	Agenda Items																		
<p><b>Opening Exercises</b></p>	<ul style="list-style-type: none"> <li>• Call to Order: 6:30 PM</li> <li>• Notice of Meeting               <ul style="list-style-type: none"> <li>◦ Proper notice was published in <i>The Morning Call</i> on <b>Monday, July 12, 2023</b></li> </ul> </li> <li>• Flag Salute</li> <li>• Roll Call</li> </ul> <table border="1" data-bbox="420 636 1297 940" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Administrative Member</th> <th style="text-align: center;">Attendance</th> </tr> </thead> <tbody> <tr> <td>David Rank, President</td> <td style="text-align: center;">Present</td> </tr> <tr> <td>Dan Schmidt</td> <td style="text-align: center;">Present</td> </tr> <tr> <td>Robert Sirmans, Treasurer</td> <td style="text-align: center;">Present</td> </tr> <tr> <td>Bob Susko</td> <td style="text-align: center;">Present</td> </tr> <tr> <td>Jason Nagle</td> <td style="text-align: center;">Present</td> </tr> <tr> <td>Brian Taylor, General Counsel</td> <td style="text-align: center;">Present</td> </tr> <tr> <td>Bradley Schifko, CEO</td> <td style="text-align: center;">Present</td> </tr> <tr> <td>Tom Taylor, Accountant</td> <td style="text-align: center;">By phone</td> </tr> </tbody> </table> <p style="margin-left: 40px;">Guests: Chris Fisher, Rocco Seiler, Erik Malmberg, Tony Pidgeon, Matt Wardecker (Schneider Electric)</p>	Administrative Member	Attendance	David Rank, President	Present	Dan Schmidt	Present	Robert Sirmans, Treasurer	Present	Bob Susko	Present	Jason Nagle	Present	Brian Taylor, General Counsel	Present	Bradley Schifko, CEO	Present	Tom Taylor, Accountant	By phone
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<p><b>Old Business</b></p>	<p><b>Approval of board meeting minutes from March, 2024:</b></p> <ul style="list-style-type: none"> <li>◦ Motion to approve: Rob Sirmans</li> <li>◦ Motion seconded by: Jason Nagle           <ul style="list-style-type: none"> <li>▪ <b><i>Unanimously approved.</i></b></li> </ul> </li> </ul> <p><b>Approval of March, 2024 financials:</b></p> <ul style="list-style-type: none"> <li>◦ Motion to approve: Rob Sirmans</li> <li>◦ Motion seconded by: Dan Schmidt           <ul style="list-style-type: none"> <li>▪ <b><i>Unanimously approved.</i></b></li> </ul> </li> </ul>																		
<p><b>Public Comment</b></p>	<p><b>Members from the public are invited to comment on items that are listed on this agenda. Each member from the public will have up to two minutes to address the Board of Directors. The board may choose to hear public comment without providing an immediate response. The two-minute allotment per public member may be shortened if comments are made about items that are not listed on the agenda for today's meeting.</b></p>																		
<p><b>Executive Session</b></p>	<p>Enter Executive Session to discuss pending legal matters and personnel matters at: 5:30 PM</p>																		
<p><b>Returned to Regular Session</b></p>	<p>Returned to Regular Session at: 6:26 PM</p>																		

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## Enrollment Update

Grade	Enrollment as of Oct. 1 '23-'24	Enrollment as of 3/29/24	March New Enrollments	March Withdrawals	IEP's by Grade ('23-'24)	ELL by Grade ('23-'24)	Attend % (Mar.)
6	55	56	0	1	9	13	88%
7	67	62	0	5	14	17	86%
8	75	81	1	0	19	21	85%
9	86	81	1	1	16	20	81%
10	90	85	1	3	23	25	80%
11	58	55	2	1	10	13	80%
12	46	45	0	0	7	18	89%
Totals	477	465	5	11	98	127	84%

## Chief Executive Officer Report

- **Marketing, Recruiting, and Branding**
  - Here is what has changed since the last Board Meeting:
    - Promoting the following upcoming events:
      - Re-Enrollment Documents/Forms:
        - Emailed documents to parents/ receiving documents
          - Received about half of the responses
      - 2024-2025 Enrollment Events:
        - Informal Enrollment/Re-enrollment: Friday, April 19th
        - Next Enrollment Event: Thursday, May 9th, 2024: 4-7pm
        - Starting to plan for summer enrollment details (tbd).
      - East Stroudsburg University Career Expo:
        - Thursday, April 18th, 2024: 1-3pm:
          - Recruiting new employees.
          - Created Brochures and Informational Tri-fold to present to ESU Students.
      - Received Merchandise:
        - Will distribute during the ESU event.
        - Will begin distribution of new merch for students and staff at the start of the '24-'25 School Year.
        - Merch set aside for branding / marketing events.
      - Promo video still in progress:
        - Editing is currently underway.
      - LV Mall Advertisement Panel:
        - Will be renting an ad panel in the mall to advertise enrollment:
          - 3-month rental (marketing slogan TBD).
      - Charter Connect:

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	<ul style="list-style-type: none"> <li>○ Worked with developer at CC to create a form through Nrollio to help with Enrollment Event Registration&gt;</li> <li>○ Will be meeting with CC to discuss a new advertising campaign to target those who may be waitlisted at area Charter Schools.</li> </ul> <ul style="list-style-type: none"> <li>● <b>Curriculum and Academics</b> <ul style="list-style-type: none"> <li>○ Here is what has changed since last Board meeting:           <ul style="list-style-type: none"> <li>■ Work with Eric Lech and the IU continues on the CSI plan               <ul style="list-style-type: none"> <li>● Students have demonstrated growth towards our goals in ELA and Math.</li> </ul> </li> </ul> </li> </ul> </li> </ul> <ul style="list-style-type: none"> <li>● <b>Federal Programs</b> <ul style="list-style-type: none"> <li>○ Here is what has changed since the last Board meeting:           <ul style="list-style-type: none"> <li>■ <a href="#">Federal Programs Spreadsheet</a></li> </ul> </li> </ul> </li> </ul> <ul style="list-style-type: none"> <li>● <b>Logistics / Operations / Technology</b> <ul style="list-style-type: none"> <li>○ Here is what has changed since the last Board meeting:           <ul style="list-style-type: none"> <li>■ The Comprehensive Capital Improvement Planning Process has begun.               <ul style="list-style-type: none"> <li>● Steering Committee:                   <ul style="list-style-type: none"> <li>○ First Committee meeting took place on Thursday, April 4, 2024.</li> <li>○ Met with Matthew Wardecker, from Schneider Electric.</li> <li>○ Mr. Wardecker will present briefly, to the Board, on what Schneider can offer IAA.</li> </ul> </li> </ul> </li> <li>■ Met with Tom Taylor to discuss the budget for the '24-'25 school year:               <ul style="list-style-type: none"> <li>● Preliminary budget will be shared for review.</li> <li>● Salary / Benefits Committee had an organizational meeting last week:                   <ul style="list-style-type: none"> <li>○ Discussions related to a proposed teacher salary schedule</li> <li>○ Plan is to have an official committee meeting to present the proposal at next month's meeting.</li> </ul> </li> </ul> </li> <li>■ <b>196 Staff/Student Tickets Resolved.</b></li> <li>■ Prepped Student Devices/Spares for PSSA Testing.</li> </ul> </li> </ul> </li> </ul> <ul style="list-style-type: none"> <li>● <b>Human Resources</b> <ul style="list-style-type: none"> <li>○ Here is what has changed since the last Board meeting:           <ul style="list-style-type: none"> <li>■ All remaining vacancies have been posted and interviews are being scheduled and conducted to address staffing needs.</li> <li>■ Seeking Board approval for the hiring of new personnel.</li> </ul> </li> </ul> </li> </ul>
<p><b>New Business</b></p>	<ul style="list-style-type: none"> <li>● <b>Motion to amend the agenda and to add considerations of a grant of authorization to Administration to immediately pay for temporary consulting fees to facilitate the transition of IT, Operations and Technology function through the remainder of the 2023-2024 school year at an amount not to exceed the regular monthly budgeted consulting line item limit:</b> <ul style="list-style-type: none"> <li>○ Motion to approve: Bob Susko</li> <li>○ Motion seconded by: Dan Schmidt           <ul style="list-style-type: none"> <li>■ <b><i>Unanimously approved.</i></b></li> </ul> </li> </ul> </li> <li>● <b>Motion to grant authorization to administration to immediately pay for temporary consulting fees to facilitate the transition of IT, Operations and Technology function through the remainder of the 2023-2024 school year at an amount not to exceed the regular monthly budgeted consulting line item limit:</b></li> </ul>

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	<ul style="list-style-type: none"><li>○ Motion to approve: Rob Sirmans</li><li>○ Motion seconded by: Jason Nagle<ul style="list-style-type: none"><li>■ <b><i>Unanimously approved.</i></b></li></ul></li><li>● <b>Motion to approve new Employee Agreement(s) for the following employee(s): 1686789, 2024416, and 6371012:</b><ul style="list-style-type: none"><li>○ Motion to approve: Rob Sirmans</li><li>○ Motion seconded by: Jason Nagle<ul style="list-style-type: none"><li>■ <b><i>Unanimously approved.</i></b></li></ul></li></ul></li><li>● <b>Motion to approve the resignation of the following employee: 6268197:</b><ul style="list-style-type: none"><li>○ Motion to approve: Rob Sirmans</li><li>○ Motion seconded by: Dan Schmidt<ul style="list-style-type: none"><li>■ <b><i>Unanimously approved.</i></b></li></ul></li></ul></li></ul>
<b>Public Comment</b>	<p>Members from the public are invited to comment on <u>non-agenda items</u>. Each member from the public will have up to two minutes to address the Board of Directors. The board may choose to hear public comment without providing an immediate response. The two-minute allotment per public member may be shortened if comments are made about items that are not listed on the agenda for today's meeting.</p>
<b>Next Meeting</b>	<ul style="list-style-type: none"><li>● <b>Wednesday, May 15, 2024, at 6:00 pm.</b></li></ul>
<b>Adjourn</b>	<ul style="list-style-type: none"><li>● <b>Approval to adjourn board meeting:</b><ul style="list-style-type: none"><li>○ Motion to adjourn: Rob Sirmans</li><li>○ Motion seconded by: Bob Susko<ul style="list-style-type: none"><li>■ <b><i>Unanimously approved.</i></b></li></ul></li></ul></li></ul>